

Contract for Private Voice Lessons

*from Kalie Martin Voice Studio
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Private Lessons:

Weekly lessons for 30 minutes or 45 minutes are offered. Lessons are scheduled at the beginning of every month, the number of lessons in a month being determined by the number of weeks in the given month. Additional lessons can be scheduled (as time is available) to help prepare for an important audition or performance.

I promise to do my best to provide a comfortable, yet challenging, atmosphere of learning catered towards each individual student. In lessons, we will work together to improve your classical vocal skills, such as posture, breathing, sound production, resonance enhancement, range extension, language diction, and performance techniques.

Music:

Students will be expected to purchase their own music (see suggested music books page). They have the option of purchasing their own music books one by one or paying a \$20 yearly fee for their music to be provided by me via emailed pdf music scans. Students are always encouraged to bring in any music they would like to work on. However, I reserve the right to decide whether or not the music is appropriate for the student's ability level.

Expectations for the Student:

1. Come fully prepared to each lesson, having filled out a **practice log** if necessary (as explained below).
2. Provide and BRING a small notebook with you to *each* lesson to write in assignments and take notes. This is called your **lesson notebook**. It will outline your new warm-ups and vocal exercises, practice requirements for the week, and give you space to write down your thoughts during our lessons so that what we learn is easy for you to remember.
3. Bring your music and a pencil with you to EACH lesson.
4. Practice 30 minutes at least 5 days a week.
5. Take care of your instrument. Your body is your voice, so avoid straining your voice with excessive yelling or by not getting enough rest. How you take care of your body will impact how you feel and sound!

***Students are encouraged to record their lessons via a device capable of recording audio or video and then watching it later in the week to hear how they sounded during their lesson and recall newly introduced techniques. As it is difficult to hear your own voice without bias while singing, listening to yourself on a recording is often very helpful to see your progress.*

Students will be given weekly practice requirements, in which they will be asked to work on their repertoire and vocal exercises. Think of this as your homework!

Practice Requirements

Students are expected to practice approximately 30 minutes at least five days a week. Practice time includes vocal warm-ups, time spent on repertoire, listening assignments, listening to a recording of their last week's lesson, etc. Practice time should be split up throughout the week, not done all at once. Remember, the effort you put into your practicing will determine how much progress you make, so keep your practicing consistent! Practicing is the only way to improve, and it will dramatically impact our lessons together.

Practice time should always be *quality* time. It should take place in a quiet, well-lit, and comfortable area. Practice time should be interruption-free—which means no phone, TV, or computer to distract you. While it is tempting to always sing through a piece from beginning to end, more often than not it is more important to isolate problem spots within a specific piece and work on those before putting the music back together in the end.

Practice Logs

Practice logs are optional for students unless specifically assigned to you. These are places where you can log what you did during your practice time, how much time you spent practicing, and any questions or concerns that come to your mind while you are practicing. Practice logs can be printed out online at kaliemartinvoicestudio.com under the "student information" tab. Please, be honest when reporting how much you practiced. I cannot penalize you for not fulfilling your practice requirements, but your lack of practicing **will** hinder in your progress.

Attendance

Students are expected to arrive at their lesson ON TIME and ready to sing. Your lesson time will NOT be extended because you are late. However, if your lesson starts late due to me running behind with other students, your full lesson time will be given to you. Be Prepared! Students are expected to come prepared to their lesson every week.

Cancellation and Rescheduling Policy:

All invoices will be sent to students one week prior to the first of the month. All cancellations and rescheduled lessons must be made with me either in person, via text, or email by the student's **FIRST LESSON** of the month. If I am *not* notified prior to your first lesson, I am not obligated to make up the lesson and you **WILL BE CHARGED**. All rescheduled lessons must be scheduled before the end of the month, otherwise that lesson time is forfeit. If an emergency on my end occurs, I will do my best to notify you 12 hours in advance before cancelling our lesson together. Any lesson that I have to cancel will be promptly rescheduled and can be rescheduled within the following month without a fee.

Please note that this only applies to EMERGENCIES! Please consider cancelling/rescheduling as a last resort to be courteous of our time together.

Payment:

Payment is expected at the first lesson of every month and includes one lesson per week within that given month. An invoice for the upcoming month will be sent through Paypal at the end of each month directly to your email. **Payments are preferably accepted in cash or through a check made out to Kalie Martin**, although payment through Paypal is also acceptable. **Lessons must be paid for in a timely manner. If the balance is not paid by the time agreed upon, lessons WILL stop.**

Please notify me of any conflicts you have as soon as you are aware! The more notice I have the better I can prepare for our lessons together.

Parent Responsibility:

All children/students need help with discipline. *Expect* to have to remind and encourage your children to practice. Students and parents both need to be accountable for consistent, quality practice. Never hesitate to call or email me if there is something that your child does not understand.

Conclusion:

I look forward to teaching you about the power of music through singing! I hope that you understand that these policies are in place to ensure productive lessons and clarity of expectations.

I reserve the right to cease teaching you if at any point I deem you are consistently unwilling to practice diligently and fulfill assignments given. This is simply to respect my time as well as your time and money.

In signing this contract, I promise to do my best to learn, fulfill my practice requirements, and participate in scheduled recitals. From this point on, I will come to lessons ready to learn with an open mind and willingness to try new things. I, _____, acknowledge that I understand and agree to **all** the terms written and explained above.

Student Signature: _____

Parent/Guardian Signature (if under the age of 18):
